



**TOWN OF BARRINGTON, NEW HAMPSHIRE**  
**2024 Proposed Parks and Recreation**  
**Budget/Line-Item Narratives**



**SUMMARY:**

2024 Parks & Recreation Proposed Budget	\$265,051.00
2023 Parks & Recreation Approved Budget	\$215,184.00
<i>Decrease/Increase</i>	<i>Increase of \$49,867.00</i>
<b>Final Recreation Budget with proposed increases:</b>	<b>\$265,051.00</b>

**2024 OVERVIEW**

Salaries: \$167,612.00  
 Employee Benefits: \$95,939.00  
 E/T Buyout: \$1,500

**01-4520-01-4110: Recreation Salary** **\$68,812.00**  
 This line item represents the Director’s Salary

**01-4520-01-4111: FT Hourly Wage** **\$59,374.00**  
 This line item represents the Assistant Director’s Hourly Wage

**01-4520-01-4112: PT Hourly Wage** **\$39,426.00**  
 This line item represents the Administrative Assistant (25 hours)

*This position was created and was full funded out of the Operating budget at 25 hours. As the department continues to grow to meet the needs of our expanding community, the 25 hours was not sufficient enough to complete the job. In an effort to meet the departments and resident’s needs, ensure time to accurately compete tasks and keeping up with the labor market it was determined that 34 hours would be best suited for this position. Starting in 2022, we added 9 hours and the single plan health insurance to the position and have offset those fees from the Revolving fund. The additional hours have proven to be extremely helpful and increased productivity within the office tremendously.*

*The admin assistant position is imperative for the department, as they are the first point of contact for our department, minimizing interruptions for remaining office staff. In addition, they respond to initial email questions, facilitate registrations via web, phone while also simultaneously facilitating in person check in’s, fitness contractors, etc. This position manages all of our department bills to ensure everything is coded appropriately, uploads, and attains necessary signatures, handles daily deposits, household payment tracking, GL tracking of all expenses and much, much more. With the importance of the above tasks, it is imperative this position has time to accurately complete their work as there is a direct impact on the finance department.*

*In addition to the above, we recently hired a school-age coordinator to oversee our before/after school programs, camps & teen leadership program. This position is currently capped at 34 hours but desperately needs 40 hours to complete necessary tasks. Our hope is to shift the Admin Assistant 9 hours and health insurance fully to the operating budget to potentially free up enough funds to move the school age coordinator to full time. With the School age coordinator working directly within our programs, I feel that this would be a better utilization of the funds as the Administrative Assistant position does not have any funding to offset that position.*

**01-4520-01-4290: Employee Benefits** **\$95,939.00**  
 Employee Benefits

*Increase of employee benefits was due to Assistant Director requiring insurance as well the addition of the single plan health insurance for the Admin Assistant position.*

**01-4520-01-4154: E/T Buyout** **\$1,500.00**

Earn time buyout for Recreation Director, Assistant Director, and Administrative Assistant.